

**LITCHFIELD PLANNING BOARD  
March 3, 2009**

**Minutes approve 3/24/09**

**Members present:**

Steve Perry, Chairman  
Alison Douglas, Clerk  
Leon Barry  
Mark Ducharme  
Edward Almeida  
Carlos Fuertes, Alternate

**Members Not Present:**

Jayson Brennen, Vice Chairman  
Frank A. Byron, Selectmen's Representative

**Also Present:**

Joan McKibben, Administrative Assistant  
Steve Wagner, Nashua Regional Planning Commission, Circuit Rider

**AGENDA:**

**1. Zoning Changes**

**2. Annandale Fields Road Bond**

**3. Discretionary Building Certificates**

**4. Cooper – Release of Escrow Accounts**

**5. Home Occupation Renewals**

**a. Any Other Business: Canberra Village  
Minutes**

Chairman Perry called the meeting to order at 7:08 p.m. Mr. Perry appointed Carlos Fuertes as a voting member.

**1. ZONING CHANGES**

**Sign Ordinance** - Mr. Wagner handed out the proposed sign ordinance update for the Board's review. He incorporated the changes made at the last meeting.

1503.01- Change eight square feet to six square feet as agreed to at the last meeting.

1502.05 13 - "Replacement in kind" needs to be reworded to make it more clear as to what is meant by replacement in kind.

1503.02 g - Mr. Wagner said he would be reviewing it again to make it more content neutral. Mr. Perry said to delete At the Planning Board's discretion, but applied consistently... and just start with Signs up to twenty-four (24) square feet, but not more than four (4) feet high may be approved (deleting located).

Talk went on as to the maintenance of signs and subdivision signs. It was said that advertising signs stating selling price, etc. are temporary and should be taken down after completion of work. All in all, Mr. Wagner will continue working on the ordinance.

## **2. ANNANDALE FIELDS ROAD BOND**

The Board reviewed Mr. Caron's letter. He did not state that the whole project should be bonded. Mr. Perry: I expected Lou to say that the Town cannot change that development and if these people walk away and we only have a bond to complete what is done, we are changing that development. We are not giving them the roads, the clubhouse and they would not have a development they were promised to get.

Mrs. McKibben: Well, the plan would still be in effect to look like that but timing, who knows.

Mr. Perry: They feel they only have to have a bond amount up to what they have done. I am saying if we accept that bond...what happens if they walk away, we can only complete up to this point of the development. So, the rest of the development that they are expecting to get along with the clubhouse down by the water and everything else, they do not get.

Mrs. McKibben: Don't you think this is a little different because it is not like Candleridge where all those units are dependent on the roadwork that is in there. Except for the clubhouse...I mean you wouldn't go in and build all this because the Town would not be building all these units. The clubhouse is a problem because it is down there (near river).

Talk ensued. It was said that the residents (about nine) that are living there have been convinced they do not want a clubhouse because they do not want to support it.

Mrs. McKibben: If the rest didn't get built, the residents would not want all that road to maintain just to get to the clubhouse.

Mr. Perry: But the Town of Litchfield cannot make that decision.

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1 Mr. Perry suggested calling Town Counsel to obtain his opinion. Mr. Wagner also agreed  
2 the bond should be at \$565,400 and that by changing the timing for the community

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4 center, the Board has given them something.

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6 Mr. Barry read the letter from L.C. Engineering regarding the recommended bond  
7 amount. Mr. Caron provided amounts for total bonding of the subdivision and an amount  
8 just for what has been completed thus far. The bond estimation was discussed. The bond  
9 presently in place expires May 9, 2009 in the amount of \$455,699 - which is too low.

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11 Mr. Perry **MOTIONED** to decline the bond estimate of \$190,800 for Jamesway Drive  
12 and Johnston Circle, the other two sections of Jamesway Drive for the Annandale Fields  
13 subdivision. Mrs. Douglas seconded. Motion carried 6-0-0.

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15 Mr. Barry read another letter regarding bond information for the total subdivision.

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17 Mr. Perry **MOTIONED** to renew the bond for Annandale Fields Subdivision for  
18 Jamesway station 0+00-31+58 3,158 feet and Johnston Circle station 0+00-3+92 392  
19 feet. The total bond as recommended by Lou Caron is \$565,400. Mr. Barry seconded.  
20 Motion carried 6-0-0.

### **3. DISCRETIONARY BUILDING CERTIFICATES**

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24 Mr. Wagner handed out information regarding Discretionary Building Certificate  
25 Allocation. The total allocations to be issued for 2009 is twelve (12): Six in March and  
26 six in September.

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28 Mr. Wagner mentioned the Growth Ordinance will sunset in 2010 and suggested doing  
29 an amendment in case the Board wants to reinstate the ordinance. This was discussed.

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31 Mr. Barry **MOTIONED** that based on the Fair Share Regional Growth Analysis done for  
32 2009 it is determined that Litchfield still has a higher than the fair share growth and we  
33 are allocating twelve (12) building certificates for the year - Six in March and a potential  
34 for six in September. The March allocations are as follows: Fallon Estates I - 1; Fallon  
35 Estates II - 3; Rolling Acres III - 1; Moheban - 1. Mr. Ducharme seconded. Motion  
36 carried 6-0-0.

### **4. RELEASE OF COOPER ESCROWS**

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40 Mr. Perry **MOTIONED** to release two (2) escrows: Cooper Financial Site Plan and  
41 Cooper Financial. Mrs. Douglas seconded. Motion carried 6-0-0. There is another escrow  
42 in the amount of \$26,000 of which Mrs. McKibben will contact Lou Caron to inspect the  
43 road portion covered by the bond and also need to determine that it isn't a duplicate bond.

### **5. HOME OCCUPATION RENEWAL**

Chairman Perry went over the Home Occupation permit renewals.

Mr. Perry **MOTIONED** to approve the 2009 Home Occupation Renewals just reviewed: Debra Hogencamp 579 Charles Bancroft Highway; John Beaulieu 75 Charles Bancroft Highway; Donald Daigle 9 Broadview Drive; James DePaola 3 Rookery Way; Eric Gibbons 30 Charles Bancroft Highway; Jorge Gomez 3 Homestead Court; Linda Jacobson 6 Nesenkeag; Thomas Kelley 15 Foxwood Lane; Earl Manning 128 Page Road; David Matte 34 Woodhawk Way; Nancy Pinciario 10 Broadview Drive; Al Raccio 16 Bear Run Drive and Maurice Thiboutot 79 Charles Bancroft Highway. Mrs. Douglas seconded. Motion carried 6-0-0.

**NONPUBLIC SESSION**

At 8:42 p.m. Mr. Perry **MOTIONED** to go into nonpublic session per RSA91-A:3II(e). It was seconded. Roll call: S. Perry, yes; E. Almeida, yes; L. Barry, yes; M. Ducharme, yes; A. Douglas, yes; C. Fuertes, yes. Motion carried 6-0-0.

At 9:00 p.m. Mr. Perry **MOTIONED** to come out of nonpublic session. Mrs. Douglas seconded. Roll call: S. Perry, yes; E. Almeida, yes; L. Barry, yes; M. Ducharme, yes; A. Douglas, yes; C. Fuertes, yes. Motion carried 6-0-0.

Mr. Perry **MOTIONED** to keep the minutes sealed. Mr. Barry seconded. Motion carried 6-0-0.

**ANY OTHER BUSINESS**

**Canberra Village** - Mrs. McKibben reported that Lou Caron had spoken with the Road Agent who said there was no problem with the culvert. However, the Board had spoken to the Road Agent at one of its meetings via phone and the Road Agent had suggested that it be regraded. Mrs. McKibben: And they are saying it is not that easy of a solution because it was built on site.

Mr. Perry said that the motion by the Board was to regrade or put in another culvert. Mr. Perry: In heavy rain, the water flows right past the catch basin and goes right down Pinecrest. The hump in the road is not big enough to redirect the water into the catch basin, the curve is too sharp. There are pictures of it.

This will be discussed at the next meeting.

**Minutes** - Mr. Perry **MOTIONED** to approve the February 3, 2009, minutes as amended. Mrs. Douglas seconded. Motion carried 5-0-1.

**Meeting** - The next meeting will be March 24, 2009, at 7:00 p.m. The only item on the agenda might be Election of officers. There will be no meeting on March 17, 2009.

**Litchfield Planning Board**

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**Appointments** - Mrs. Douglas and Mr. Brennen will need to be reappointed to the Board. They will have to provide the Board with a letter asking to be reappointed.

Mr. Perry **MOTIONED** that the Board recommends Alison Douglas and Jayson Brennen renew their appointments for a three-year term. Mr. Ducharme seconded. Motion carried 5-0-1.

There being no further business, Mr. Barry **MOTIONED** to adjourn the meeting. Mrs. Douglas seconded. Motion carried 6-0-0. The meeting adjourned at 9:20 p.m.

Lorraine Dogopoulos  
Recording Secretary